

**HART AREA PUBLIC LIBRARY  
REGULAR BOARD MEETING MINUTES  
February 13, 2023**

Minutes taken by Susie Gray, Assistant Director

**Public Hearing - Called to order at 6:03pm.**

ROLL CALL: Penny Burillo, Juan Cortes, Todd Metzler, Jim Evans, Nancy Sterk, Director Kathleen Rash, Assistant Director Susie Gray. Absent Paula Moul.

No public present. Motion by Metzler to close the hearing. Support by Burillo. Motion carried. Hearing closed at 6:04 p.m.

**Board Meeting - Called to order at 6:07pm.**

ROLL CALL: Todd Metzler, Penny Burillo, Juan Cortes, Jim Evans, Nancy Sterk, Director Kathleen Rash, Assistant Director Susie Gray. Absent: Paula Moul.

APPROVAL OF AGENDA: Motion by Burillo to approve the agenda with two additions: the oath of office of the newly appointed city representative and under New Business, item number six, the Reinvestment of Cetera Bond. Support by Metzler. Motion carried.

OATH OF OFFICE: Jim Evans took the Oath of Office, replacing Amanda Klotz as the appointed City of Hart representative.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: Motion by Cortes to approve the minutes of January 9, 2023. Support by Metzler. Motion carried.

SECRETARY: absent, no report

TREASURER: Nothing other than the Director's printed materials.

Motion by Burillo to approve Bills and Payments for January, 2023. Support by Evans. Motion carried.

Motion by Cortes to accept Financial Reports for January, 2023. Support by Burillo. Motion carried.  
DIRECTOR'S REPORT: Nothing other than the written report.

CITY REPORT: New committee assignments. City passed a resolution to approve the Tin Man. Parking and pop-up shops were discussed.

TOWNSHIP: Busy time with property taxes coming in.

**Unfinished Business**

- 1. Proposed FY23/24 Budget - Reviewed. No changes.

**New Business**

- 1. Resolution 2023-2 Approving Budget and Certifying Tax Levy-Motion by Burillo to approve Resolution 2023-2 to approve the budget and certify the tax levy for fiscal year 2023-2024. Support by Cortes. Roll Call vote: Cortes-yes, Burillo-yes, Metzler-yes, Evans-yes, Sterk-yes. Motion carried.
- 2. Depository and Investment Resolution 2022/2023-2 – Motion by Metzler to approve Depository and Investment Resolution 2022/2023-2. Support by Evans. Roll Call vote: Cortes-yes, Burillo-yes, Metzler-yes, Evans-yes, Sterk-yes. Motion carried.
- 3. Investment Policy – Motion by Burillo to accept policy as presented. Support by Metzler. Motion carried.
- 4. External and Internal Financial Controls Policy – Motion by Burillo to accept policy as presented. Support by Evans. Motion carried.
- 5. Designation of Assistant Director Gray as Acting Director during Director’s leave - Motion by Cortes to designate Susie Gray as Acting Director during Kathleen Rash’s maternity leave. Support by Burillo. Motion carried.
- 6. Reinvestment of Cetera - Motion by Metzler to have account 2NM15160 moved to U.S. treasuries for six months at 4.65% interest. Support by Burillo. Roll Call vote: Cortes-yes, Burillo-yes, Metzler-yes, Evans-yes, Sterk-yes. Motion carried.

NEXT MEETING: March 13, 2023 at 6:00 p.m.

Meeting adjourned at 6:45 p.m.

Approved at meeting on: March 27, 2023

Secretary

President